



Maine Mathematics Coaching Project
Sponsored by the Office of Graduate and
Continuing Education

2021-2023 Assurances*

*Must be completed for each coaching candidate
Limited Spaces Available
Deadline April 15, 2021

Section I: Coaching Candidate

Coaching Candidate Name*: _____

Select a program option:

* For **K-8 MMCP**: The coaching candidate must have a minimum of three (3) years of teaching experience at the PreK-8 grade level and a Maine Teaching Certificate for B-5 Early Childhood 081, Grades K-3 029, K-8 020, or 7-12 Mathematics 300. It is recommended that the coaching candidate has a Master’s degree or be matriculated into a Master’s degree program.

*For **7-12 MMCP**: The coaching candidate must have a minimum of three (3) years of teaching experience at the 7-12 grade level and a Maine Teaching Certificate for 7-12 Mathematics 300. It is recommended that the coaching candidate has a Master’s degree or be matriculated into a Master’s degree program.

Section II: School and District Information

The school/district site where Maine Mathematics Coaching Project (MMCP) will be implemented:

School Name: _____ **Grade Span:** _____

Number of Teachers (classroom and Spec. Ed.): _____ **Number of Students:** _____

Principal: _____

Phone: _____ **Email:** _____

School Address: _____
Address City State Zip

Curriculum Coordinator: _____

Phone: _____ **Email:** _____

Superintendent: _____

Phone: _____ **Email:** _____

District Office Address: _____
Address City State Zip

Section III: Assurances

The Maine Mathematics Coaching Project (MMCP) requires a 2 year commitment on behalf of the coaching candidate and the district.

As a participant in Maine Mathematics Coaching Project, (district/unit) _____ agrees to
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the following commitments and assigns (Administrator) _____ to facilitate the fulfillment of these responsibilities:

Year 1 2021-2022

Administrators will:

1. Identify a highly experienced individual who meets UMF's MMCP criteria to participate in mathematics coach training.
2. Pay for the participant's necessary lodging and transportation for required travel for MMCP.
3. Convene/Continue a school-based or district Mathematics Leadership Team to support the on-going implementation of the Maine Mathematics Coaching Project.
4. Participate in at least one of the coaching cycles per visit on the day of the UMF Field Coaches' two semester visits.
5. Provide the coaching candidate with mobile technology (laptop or tablet) that is compatible with MLTI Image.
6. Enroll the coaching candidate in either NCMS and/or NCTMS.
7. May choose to attend MMCP Dine and Discuss events.
8. Attend Day 2 of the 2021 Summer Institute.

Coaching Candidate will:

9. Attend classes at UMF and attend site visits to be held in school. (*School/District will pay for necessary lodging and transportation for required travel.*)
10. Maintain a coaching log.
11. Complete a coaching cycle either in the morning or afternoon on each of the two days of the Coaching Supervisor's two semester visits.
12. May choose to attend MMCP Learning Lab and Dine and Discuss events.
13. Attend the full two-day 2021 Summer Institute.

Year 2 2022-2023

In addition to items listed above, Administrators will:

1. Support the development of a school-based staff development model.
2. Collaborate with the Maine Mathematics Coaching Project to plan for the project's and the district's needs in subsequent years.
3. Attend Day 2 of the 2022 Summer Institute.

In addition to items listed above, Coaching Candidate will:

4. Develop a school-based staff development model and present the model to the Administrators.
5. Collaborate with Administrators and the Maine Mathematics Coaching Project to plan for the project's and the district's needs in subsequent years.
6. Attend the full two-day 2022 Summer Institute.

Finances

Administrators will:

- **Submit the Year 1 payment of \$6,000 by July 1 of the first year**
- **Submit the Year 2 payment of \$5,500 by July 1 of the second year**

- Provide the coaching candidate with adequate resources for the successful implementation of the math coaching program.

*If the school unit/district wishes to increase (during year 1 or 2) or continue with site visits after year 2, they must contract with UMF and not the individual UMF staff member (full time or adjunct) unless granted permission by UMF.

Signatures

We, the district administrators, nominate and support the applicant's _____
applicant name

participation in the Maine Mathematics Coaching Project at the University of Maine at Farmington. The signatures of the school Principal, Curriculum Coordinator, and the Superintendent indicate that each agrees to comply with the ASSURANCES listed in Section II of this document and the following:

- has read this entire document;
- approves the application; and
- agrees to the financial commitment of \$11,500 even if the district or the coaching candidate decides to not participate before the completion of the 2 year program.

Principal Signature: _____

Curriculum Coordinator Signature: _____

Superintendent Signature: _____

Please send the completed Assurances to:

Ken Lewis, Director of Educational Outreach
Office of Graduate and Continuing Education
University of Maine at Farmington
111 South Street
Farmington, Maine 04938